

## **CHAPTER 101-03.1-03 COMPLAINT PROCEDURE**

### **Section**

101-03.1-03-01	Complaint Procedure
101-03.1-03-02	Informal Disposition

**101-03.1-03-01. Complaint procedure.** Any person may file a complaint with the board seeking disciplinary action against the holder of a license issued by the board. The complainant shall submit a written statement describing the nature of the complaint and the facts supporting the complaint. The complaint must be signed and include the address or telephone number at which the complainant can be contacted. The board may initiate and investigate a complaint on its own motion.

**History:** Effective January 1, 1995; amended effective February 1, 2003; November 19, 2003.

**General Authority:** NDCC 43-23.3-03

**Law Implemented:** NDCC 43-23.3-03, 43-23.3-22

**101-03.1-03-02. Informal disposition.** At any time prior to or after formal disciplinary proceedings have been instituted against a licensed or certified appraiser, the appraiser may submit to the board an offer of settlement whereby the appraiser agrees to accept sanctions in lieu of formal disciplinary action. Sanctions may include voluntarily surrendering the license or certificate, suspension of the license or certificate, probation, imposition of a monetary fine, a letter of reprimand, licensing or certification education courses, or a requirement that the appraiser submit work product for board review. If the board determines that the proposed settlement will adequately protect the public, the board may accept the offer and enter a decision consented to by the appraiser incorporating the proposed settlement.

**History:** Effective January 1, 1995.

**General Authority:** NDCC 43-23.3-03

**Law Implemented:** NDCC 28-32-05.1